



Mission Heights
JUNIOR COLLEGE
GROWING GREATNESS
KIA MANA AKE

**MINUTES OF THE MEETING OF THE SCHOOL BOARD OF
MISSION HEIGHTS JUNIOR COLLEGE HELD in Meeting Place
Thursday 27th October, 2022 @ 5.00 pm**

Present: Ian Morrison (Principal), Anne Singh, Jenny Wang, Douglas Choong, Paul Hale, Saketha Jandhyala (Student Representative)

Apologies: Rhys Attwood, Naddy Naidoo (Associate Principal) Tracey Frost

In Attendance: Charlene Sinclair (Board Secretary) Cathy Hewlett (Water Whānau Deputy Principal) Helgard Groenewald (Water Whānau Assistant Principal)

Karakia and welcome.

Whānau Presentation: Water Whānau report, Cathy Hewlett (Deputy Principal) Helgard Groenewald (Assistant Principal) Left @ 5.37pm
https://docs.google.com/presentation/d/1M9mDhRUzI-UOsoN51x7pWheGKZQPwb7P4v5A_sq4YVU/edit#slide=id.p

Administration Matters	
Apologies: Motion: “That the apologies be accepted.” Moved: D Choong / Seconded: A Singh carried	
MINUTES OF THE LAST MEETING: Motion: “That the minutes of the meeting held on 29 September, 2022, be taken as read and confirmed.” Moved: J Wang / Seconded: P Hale	

carried	
<p>CORRESPONDENCE: Motion: “The Board approves the inwards and outwards correspondence”. Moved: A Singh /Seconded: D Choong Carried</p>	
<p>Declaration of Interests: Jenny Wang, Anne Singh, Paul Hale arte Board members of Mission Heights Primary School Motion:”The Board accepts the declaration of interests” Moved:A Singh / Seconded:P Hale</p>	
<p>FINANCE REPORT: Items of Significance - The largest item continues to be relief (budget of \$40k and YTD \$110k) as explained last meeting. - And the capital items which had been approved under the 5 Year Property Plan. - The biggest expense in September was the payment for the Pasifika drumming activity however this was offset by the grant received earlier this year.</p> <p>Motion: “The Board approves the August governance report, payments and investment schedules.” Moved: P Hale /Seconded: D Choong carried</p>	
<p>PROPERTY REPORT: Motion: “That the Property Report is accepted”. Moved: A Singh /Seconded: J Wang Carried</p>	
<p>HEALTH & SAFETY REPORT: Motion: “That the Health & Safety Report be accepted.” Moved: A Singh /Seconded: J Wang Carried</p>	
<p>PRINCIPAL’S REPORT:</p>	

<p>Motion: “That the Principal’s Report be accepted.” Moved: D Choong /Seconded: J Wang Carried</p>	
<p>Policy/Procedure Review: Policy review - Health & Safety- Safety on & off school grounds, Alcohol/drugs & other harmful substances, storage & use of hazardous substances</p> <p>Board assurance for term 3- Emergency evacuation/emergency kit, Staff usage & expenditure (SUE) reports, Provisionally certificated teachers, teacher registration, certification & police vetting</p> <p>Motion: “The Board approves the Policy reviews without any significant changes and is assured that the relevant policies/procedures are being followed and implemented as written.” Moved: A Singh /Seconded: D Choong carried</p>	
<p>General Business</p>	
<p>1. Portfolios</p> <ul style="list-style-type: none"> - Property and Health and Safety - Possibly Anne and Jenny - Finance - Possibly Paul - Treaty obligations and cultural responsiveness - Possibly Douglas and Anne 	<p>Anne to investigate the viability of Co-opting another member for Cultural Responsiveness.</p> <p>This topic to be revisited next meeting owing to the absence of Rhys and Tracey.</p>
<p>2. Prize Givings and Graduation dates to diarise (not compulsory but you could match attendance with your child’s year group)</p>	<p>Please let Charlene know of your attendance.</p>

<p>Anne will attend Graduation as Board representative.</p> <ul style="list-style-type: none">- Y10 Graduation Monday 5 December (5.30-7.30)- Y9 Prize Giving Tuesday 6 December (9.30-11)- Y8 Prize Giving Wednesday 7 December (9.30-11)- Y7 Prize giving Thursday 8 December (9.30-11)	
<p>KARAKIA/MEETING CLOSED</p>	
<p>There being no further business the meeting was declared closed @6.14 pm Signed:</p> <hr/> <p>Anne Singh, Presiding Member Date: _____</p>	<p>Next Meeting: Thursday 17 November 2022</p>